



**Council/School Board Liaison Committee  
Electronic meeting**

**Richmond City Hall  
6911 No. 3 Road  
Wednesday, January 31, 2024  
9:30 a.m.**

**AGENDA**

*Motion to adopt the agenda for the meeting of January 31, 2024.*

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**MINUTES**

**CSBL-3**      *Motion to adopt the **minutes** of the meeting of the Council/School Board Liaison Committee held on November 15, 2023.*

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**STANDING ITEMS**

**CSBL -6**      1.    **TRAFFIC SAFETY ADVISORY COMMITTEE**  
(COR – Sonali Hingorani)

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2.    **CHILD CARE UPDATE**  
(COR – Chris Duggan)

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**CSBL -9**      3.    **JOINT CITY AND DISTRICT PROGRAM COMMITTEE**  
(COR – Keith Miller)

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**Council/School Board Liaison Committee Agenda**  
**Wednesday, January 31, 2024**

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4. **FUTURE AGENDA ITEMS**

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**BUSINESS ARISING & NEW BUSINESS**

**NEXT COMMITTEE MEETING DATE**

Wednesday, April 10, 2024 (tentative date) at 9:30 a.m. by Zoom.

**ADJOURNMENT**

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## Council/Board Liaison Committee

### Public Meeting Minutes

Wednesday, November 15, 2023 – 9:30 am  
via Zoom Webinar

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**Present:**

Chairperson, School District #38  
Vice Chairperson, School District #38  
Trustee, School District #38  
Councillor, City of Richmond  
Councillor, City of Richmond  
Superintendent of Schools, School District #38  
Deputy Superintendent, School District #38  
Assistant Superintendent, School District #38  
Director, Richmond Project Team, School District #38  
Director of Instruction, Student Services & Data Analytics, School District #38  
Director of Transportation, City of Richmond  
Director, Recreation & Sports Services, City of Richmond  
General Manager, Community Services, City of Richmond  
Manager, Park Planning Design and Constructions, City of Richmond  
Acting Manager, Community Social Development, City of Richmond  
Manager, Transportation Department, City of Richmond  
Program Manager, Social Planning, City of Richmond  
Supervisor, Traffic Operations, City of Richmond  
Executive Assistant (Recording Secretary), School District #38

D. Tablotney  
H. Larson  
A. Wong  
A. Hobbs  
A. Loo  
C. Usih  
R. Ryan  
J. MacMillan  
S. Ahluwalia  
R. Johal  
L. Bie  
K. Miller  
E. Ayers  
J. Chan  
C. Duggan\*  
S. Hingorani  
D. Jo  
B. Dhaliwal\*  
T. Lee

\*Present for a portion of the meeting

Prior to the meeting agenda items, the Chairperson initiated introductions in the Committee.

The Chairperson called the meeting to order at 9:35 am.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmin̓əm̓ language group on whose traditional and unceded territories we teach, learn and live.

#### 1. Adopt Agenda

##### ***IT WAS MOVED AND SECONDED:***

That the Council/School Board Liaison Committee Public Meeting Agenda for Wednesday, November 15, 2023, be adopted as circulated.

**CARRIED**

## **2. Adopt Minutes**

### ***IT WAS MOVED AND SECONDED:***

That the Public Minutes of the Council/School Board Liaison Committee meeting held on Wednesday, September 13, 2023, be adopted as circulated.

**CARRIED**

## **3. Standing Items**

### **3.1 Traffic Safety Advisory Committee**

City staff provided updates including the installation of delineators at Burnett Secondary School to address improper street parking and the ICBC distracted driving campaign in September which involved illustrations from students at Cook and Westwind Elementary schools.

Discussion then ensued regarding the exit onto Gary Street at McMath Secondary School.

### **3.2 Child Care Update**

City staff noted that public engagement has started in order to develop the new 10-year Child Care Strategy and the annual update of the number of child care spaces per 100 children will also be included in this new plan.

### **3.3 Joint City and District Program Committee**

Deputy Superintendent Ryan highlighted that the Feeding Futures School Food Program Fund and enrolment update was reviewed at the meeting.

Director Miller then highlighted the Grade 5 Active Pass and noted the Committee meeting schedule for next year is in development.

Discussion then ensued regarding the Grade 5 Active Pass and other programs for children of all ages.

### **3.4 Future Agenda Items**

The Chairperson noted future agenda items will be discussed between the new Committee members for the next meeting.

## **4. Business Arising and New Business**

### **4.1 Safety Measures for Heavy Trucks**

City Staff provided background relating to the City's vehicle technologies and safety practices, including reducing conflicts through road design and infrastructure projects, heavy vehicle operator training, and safe driving campaigns in partnership with ICBC and RCMP.

#### **4.2 Enrolment Update**

Deputy Superintendent Ryan highlighted the increase in enrolment over the last two years and noted the growth will bring in additional financial resources that can go towards the increase in staffing requirements to support the additional learners. He then noted the concern of space pressures in the City Centre area. Discussion then ensued regarding the City Centre area.

#### **4.3 SOGI Update**

Assistant Superintendent MacMillan introduced Director of Instruction, Student Services & Data Analytics Johal to share a presentation on SOGI work in the district. Director of Instruction, Student Services & Data Analytics Johal then provided an overview of the SOGI Advisory and an update on the initiatives from the previous school year and the initiatives taking place in the current school year.

The Chairperson thanked Director of Instruction, Student Services & Data Analytics Johal for the update and trustees noted the wonderful resources and support available in the schools. Program Manager Jo then provided a brief update on SOGI initiatives in the City.

#### **5. Next Meeting Date: January 2024**

The City of Richmond will be hosting the committee meetings in 2024.

#### **6. Adjournment**

***IT WAS MOVED AND SECONDED:***

That the meeting be adjourned at 10:25 am.

**CARRIED**



## **Traffic Safety Advisory Committee**

Held Thursday, November 30, 2023, 9:00 AM  
WebEx  
Richmond City Hall

### **In Attendance:**

Sonali Hingorani, City of Richmond, Transportation	Matthew Chou, City of Richmond, Transportation
Bill Dhaliwal, City of Richmond, Transportation	Joel Canlas, Richmond SD No.38
David Hill, ICBC	Nathan Andrews, City of Richmond, Transportation
Forrest Weissler, Richmond Fire-Rescue	Sgt. Eric Baskette, Richmond, RCMP – Traffic
Lingly Wilson, RDPA	Larry Ford, Roads and Construction Services – Public
Candice Kurji, City of Richmond, Transportation	Works

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\*No TSAC guests in attendance.

### **Next Meeting**

The next TSAC meeting is scheduled for: **Thursday, January 25, 2024, 9:00 am**, via in person.

#### **1. Pedestrian Safety Campaign**

H. Kooner informed the group of the Pedestrian safety campaign took place from October to early November - ICBC and police agencies across the province took part in response to the sharp increase in pedestrian injuries and fatalities on the road at this time of year.

Nearly half (43%) of crashes involving pedestrians happen between October and January as visibility and weather worsen in B.C.\* Distracted driving and failing to yield the right-of-way are the top contributing factors for drivers in pedestrian related crashes.

Campaigns main messages were: asking drivers to reduce their speed when pedestrians are present, be ready to stop for pedestrians, and focus on the road.

ICBC and community police office volunteers handed out safety reflectors throughout B.C. to help increase visibility of pedestrians for drivers.

Here in Richmond we had several events supported by Richmond RCMP and RCMP Volunteers: kicked off with the Seniors Expo at Minoru Centre for Active Living in early October, WALK Richmond events, City of Richmond works yard employees over 4 early mornings we presented to over 300 city employees on Pedestrian Safety, Brighthouse station event where over 2,000 reflectors were handed out – we were joined by Councillors Loo & Wolfe as well as Supt Chief Chauhan for that one, in addition we had outreach at Lansdowne Mall and community centres.

## **2. New Special Crosswalk**

M. Chou informed that group that Traffic Signals have three new special crosswalks that have been installed and are activated; Mayflower Drive and Granville Ave, Leonard and Williams, Third and Chatham. They are all operating and active now.

## **3. Second Ave Open House**

S. Hingorani informed that group that Transportation staff received a petition from some residents residing on the Southwest corner of Steveston Village. Second Avenue between Steveston Highway and Chatham Street. Residents had concerns of vehicle speeds in this particular area. Staff did a traffic study and collected speed data. The measured speed did not exceed the posted speed of 50km/h. The Transportation department will be having an Open House to share information and findings with the residents and discuss potential traffic calming measures. Staff will study those ideas presented and see which ones are feasible.

Open House will be Wednesday, December 6<sup>th</sup>, 2023 at Steveston Community Centre.

## **Other business**

F. Weissler informed the group that the Lansdowne Road sign that says “Caution” only says “Ca.” M. Chou will let the Traffic Signals team know to have that fixed.

F. Weissler mentioned that on Kwantlen Street access from Lansdowne shopping mall parking lot, the area is uncontrolled. Suggest putting in some kind of lighting system in that area. It is very hard to see, one of the higher near miss areas. B. Dhaliwal informed that Traffic Operations did a count and forwarded the count to Traffic Signals and it may be considered for next year’s special crosswalk program.

L. Wilson asked the group if there were any updates from Bylaws and the RCMP regarding infractions around school zones. She would like to be able to report back at the PAC meetings and hoping to get data to take back if possible. B. Dhaliwal mentioned that he would reach out to the Bylaws department to get that information for the PAC. E. Baskette asked to be emailed so that he can provide enforcement statistics to L. Wilson. L. Wilson mentioned that the next PAC meeting would be in January 2024. L. Wilson will email the group for feedback and follow up.

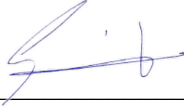
L. Wilson informed the group of complaints from local residents regarding illegal parking at townhouses. Parents are parking in townhouse parking lots (drop offs and pick ups). One location is at McMath and one location is at an elementary school. It is occurring more so when parents are waiting to pick up their kids from school. B. Dhaliwal asked L. Wilson to forward him the schools, then he can pass that information to the property use department. F. Weissler responded that Richmond Fire Rescue would be able help to enforce as this can impede their emergency access to get into the townhomes.

J. Canlas informed about abandoned vehicles in school district. He asked, “is it a liability for schools if a vehicle is not insured?” Requested any suggestions on how to deal with abandoned vehicles on school property. B. Dhaliwal will give information to management enforcement so that they can discuss this issue.

## Round Table - TSAC initiatives

S. Hingorani mentioned to the group that she noticed a trend in topics for the TSAC meetings and posed a suggestion; to have a standing agenda item for each meeting. With respect to ICBC campaign and have it as standing agenda, school zones areas regarding traffic calming improvements, Bylaws and RCMP enforcement data regarding warnings/tickets and identify any repeat or hot spot locations.

C. Kurji will add the three standing items to the future agendas for the upcoming New Year.



Sgt. Eric Baskette, Chairperson



Candice Kurji, Recorder

- ❖ **Any corrections to the above minutes should be forwarded to the recorder within one week of receipt of these minutes, or otherwise they are deemed to be accurate and “*Certified a true and correct copy of the minutes of the meeting of the Traffic Safety Advisory Committee on November 30, 2023.”***

**Next meeting January 25, 2024**

Traffic Safety Advisory Committee	
Sgt. Eric Baskette, Richmond RCMP – Traffic (Chairperson)	Forrest Weissler, Richmond Fire-Rescue
Joel Canlas, Richmond School District	Trevor Northrup, Richmond Fire-Rescue
Lingly Wilson, Richmond District Parent’s Association	Lloyd Bie, City of Richmond, Transportation
Dave Madeira, Richmond District Parents’ Association	Bill Dhaliwal, City of Richmond – Transportation
Nadia Fourik, Vancouver Coastal Health	Matthew Chou, City of Richmond - Transportation
Quiambao Kirvy, Vancouver Coastal Health	Mark Corrado, City of Richmond – Community Safety
David Hill, ICBC	Ken Eng, City of Richmond – Community Safety
Harvey Kooner, ICBC	Candice Kurji, City of Richmond – Transportation
Sonali Hingorani, City of Richmond - Transportation	
Traffic Safety Advisory Committee – Member Agencies	
City of Richmond – Fire and Rescue	Richmond District Parent Association
City of Richmond – Bylaws - Parking Enforcement	Richmond RCMP Detachment – Traffic Section
City of Richmond – Transportation	Richmond School District
ICBC	Vancouver Coastal Health
RPRC	
Traffic Safety Advisory Committee - Guests	
Athena Estremadura, Richmond Poverty RPRC	



**MINUTES OF THE  
JOINT RICHMOND SCHOOL DISTRICT AND  
CITY OF RICHMOND PROGRAM COMMITTEE MEETING**

Monday, October 16, 2023  
2:00 p.m. to 3:30 p.m.  
School Board Office, 1<sup>st</sup> Floor Board Room  
7811 Granville Ave, Richmond, BC

**Attendees:**

Rick Ryan, Deputy Superintendent  
Jane MacMillan, Assistant Superintendent, School District No. 38  
Shamirah Khan, Executive Assistant to the Superintendent (Recorder), School District No. 38  
Camyar Chaichian, Program Manager, Community Cultural Development, COR  
Yvonne Comfort, Manager, Community Recreation Services, COR  
Mandy Hadfield, Manager, Sports and Community Events, COR  
Alex Kurnicki, Manager, Parks Programs, COR  
Keith Miller, Director, Recreation and Sport Services, COR  
Grace Tiu, Program Lead, Youth, COR  
Renata Turick, Acting Program Manager, COR  
Gregg Wheeler, Manager, Arena Services, COR

**Regrets:**

Rebecca Clarke, Manager, Museum and Heritage Services, COR  
Kirsten Close, Manager, Community Recreation Services, COR  
Chris Duggan, Manager, Child Care and Youth, COR  
Lisel Jauk, Manager, Arts Services, COR  
Shaneena Rahman, Acting Chief Librarian, COR  
Susan Walters, Chief Librarian, COR

**1. Welcome and Land Acknowledgement – Rick Ryan**

Welcome and land acknowledgement by Rick Ryan, Deputy Superintendent, followed by introduction of attendees.

**2. Youth Strategy – Grace Tiu**

The City of Richmond adopted the Youth Strategy 2022–2032 on July 21, 2023. The vision, which states all youth in Richmond are safe, valued and respected, will inform the work of the City over the next 10 years. The strategy was distributed over the summer and it can be accessed on the City of Richmond’s website. Grace informed the committee that hard copies of the strategy can be provided, if requested.

### **3. Youth Civic Engagement Program – Grace Tiu**

The Youth Civic Engagement Program is a free 8-week education-to-action program which provides youth, between 15–20 years old, the opportunity to learn about their local government decision-making process. Youth will be able to design, prepare and present their projects to a mock City Council. The program will be open in Spring 2024, and they are currently working on promotions. Jane MacMillan informed the committee that information regarding the program is being provided to schools on Wednesday, October 18, 2023.

### **4. Pink Shirt Day – Grace Tiu**

Pink Shirt Day is on February 28, 2024, and planning work has begun. Grace will connect with Richmond School District staff to collaborate on this, as the date approaches.

### **5. Feeding Future – Jane MacMillan**

Last year, the Ministry of Education and Child Care provided a one-time Student and Family Affordability Fund. In late April 2023, the Ministry announced the new Feeding Futures School Program Fund. Richmond School District's allocation is \$2.37 million for the next three years. This will assist schools in the development and enhancement of school meal programs and nutritional support for students. With the funds, the Richmond School District was able to hire Ian Lai, Manager of Feeding Futures.

Camyar Chaichian inquired if there are any opportunities for after-school programming support. Jane MacMillan indicated that the funds are for onsite support, during school hours, but would look into potential options regarding the Art Truck program.

### **6. Enrolment – Rick Ryan**

When we compare this year's enrolment with last year (September to September), the Richmond School District has grown by approximately 800 domestic students and just under 100 international students. The growth and enrolment pressures are focused primarily on City Centre.

Questions pertaining to building new schools were asked. Rick Ryan commented about the importance of having a new elementary school in City Centre.

Total enrollment including, international students, is approximately 22,500.

## **7. Grade 5 Active Pass – Greg Wheeler**

City staff collected packages for Grade 5 elementary students which will be sent next week. Each pass includes free admission until June 2024, for public swimming, public skating, pitch and putt, and various drop-in programs at local community centres.

To promote the pass, there will be two contests for schools to compete for, including:

- The most passes activated.
  - The prize will be a free skate at Minoru Arenas and the winner will be announced in December.
- The most visits by May 2024.
  - The prize will be a year-end swim party.

Gregg asked the committee for their suggestions on spreading awareness for the Grade 5 Active Pass and contests. Jane MacMillan indicated that she can connect with the elementary principals and vice principals (PVP) group and Gregg noted he would be happy to present to them, if desired.

## **8. \$29 Summer Active Pass – Renata Turick**

The Summer Active Pass is open to children and youth ages five to 18 years, and provides unlimited access to drop-in skating, swimming, fitness centres (13 to 18 years), select drop-in programs at community centres, and pitch and putt. This year 5,913 passes were sold and there were 58,000 scans throughout the facilities. Minoru Centre for Active Living was the most used facility.

The Summer Active Pass is a popular pass and positive feedback from parents has been received about children and youth staying active throughout summer. The pass will be available again in 2024 and details will be available in June.

## **9. Aquatic Safety Education Sessions – Renata Turick**

Currently, the City of Richmond is working on developing a 30-minute introduction to water safety sessions to provide to children in school. This can be broken down into sessions that are age-specific or brought into an assembly. Pamphlets will be sent directly to schools and teachers who are interested, and they can reach out to City staff to schedule a session.

In addition, the City is working with the School District to introduce aquatic leadership courses, such as lifeguard courses, that will be taught before school hours, for interested youth to take for credit. More information will be provided to the committee when available.

#### **10. G.O. Day – Yvonne Comfort**

G.O. Day is this Friday, October 20<sup>th</sup>, at the Thompson Community Centre, and it's the first time back since the pandemic. This event is for self-identifying girls, cisgender, transgender, two-spirit, and non-binary, in Grades 8–10. Schools play a role where they help refer participants. In addition, recreation facility passes are offered to keep youth engaged and participating in fitness activities such as volleyball, and active lifestyle programs around healthy snacking.

Jane MacMillan informed the committee that she will connect with Rav Johal, Director of Instruction, and area counsellors to share this information with schools.

#### **11. Richmond Sports Council Active Recreation and Sports Fund – Mandy Hadfield**

The Richmond Sports Council Active Recreation and Sports Fund supports families with financial needs who are participating in sports and recreation activities, including dance and other activities that are not supported by provincial sport organizing bodies. Up to \$500 can be allocated to each athlete/participant. Richmond Sports Council is currently promoting the fund and money is available to support families this year.

Mandy asked how this information can be provided to families in financial need to ensure they are aware of this new fund.

Jane MacMillan suggested Mandy provide her with information about the fund for distribution to families in need.

#### **12. Future Meeting Dates**

Rick Ryan informed the committee that future meeting dates for this committee will be discussed once we align dates with the Council Board Liaison meetings. Dates for the Council Board Liaison meetings are currently pending. Potential meeting dates will be provided to the City of Richmond.

#### **13. Other**

None

#### **14. Closing Comments**

- Jane MacMillan informed the committee that the invitations for the Children's Art Festival have gone through Catherine Jule, District Administrator, and are already in Richmond School District's weekly bulletin.

- Alex Kurnicki informed the committee about the Richmond Nature Park and opportunities for teachers to bring students to the Richmond Nature Park. The Richmond Nature Park building is currently under renovations and is expected to be fully open for programs in April/May 2024.
- Mandy Hadfield discussed Remembrance Day, November 11, 2023, and asked if the City can use the School Board Office. She was advised to discuss with Cindy Wang, Secretary Treasurer, and Steve Ahluwalia, Director.
- Alex Kurnicki mentioned to the committee that there will be a Halloween event at Minoru Park on Tuesday, October 31, 2023, with fireworks in the evening. Event information will be sent to the Richmond School District. Jane MacMillan will include this information in the next weekly bulletin to schools.

## **15. Adjournment**

Rick Ryan, Deputy Superintendent, thanked everyone for attending the meeting and highlighted the common ground for supporting children and youth communities.